

Mentoring Program

Annual Mentoring Evaluation Form

Mentor Evaluating the Mentee

DIRECTIONS: This 2 part evaluation reviews mentors and should be completed by the mentor. When you have completed each section discuss highlights with your mentoring partner, and give a copy to Liz Barton, Mentoring Program Manager at NIH, liz.barton@nih.gov.

Part 1: Survey

Directions: Click one selection box per question which best describes your opinion regarding your Mentor.

	N/A	YES	NO	MAYBE	DON'T KNOW	MENTORING CRITERIA
1.	<input type="checkbox"/>	Was your mentee <i>easy to approach</i> and talk with?				
2.	<input type="checkbox"/>	Did/does your mentee consider your advice and accept encouragement from you with respect to his/her goals and objectives?				
3.	<input type="checkbox"/>	Did/do the two of you meet regularly?				
4.	<input type="checkbox"/>	Did/do you find the meetings productive?				
5.	<input type="checkbox"/>	Did /does your mentee send you an agenda prior to meetings?				
6.	<input type="checkbox"/>	Did/do you solicit your mentee's thoughts and opinions when making suggestions or recommendations?				
7.	<input type="checkbox"/>	Did you help your mentee identify tangible steps to meet your goals and objectives?				
8.	<input type="checkbox"/>	Did you connect your mentee with to other professionals who could "fill in the gaps" in areas where you might be less skilled?				
9.	<input type="checkbox"/>	Did your mentee stay engaged and invested in meeting the relationship objectives?				
10.	<input type="checkbox"/>	Did your mentee respect your time and relationship boundaries (eg. privacy, frequency of communication)?				
11.	<input type="checkbox"/>	Did you feel mentoring was a worthwhile endeavor?				
12.	<input type="checkbox"/>	Were you satisfied with the mentoring relationship?				

13. Did the two of you determine at the beginning of the relationship, guidelines by which to evaluate the success of the relationship?
16. Did you and your mentee complete the goals planned?
17. Were you happy with the frequency of meetings?
18. Were you happy with the style of mentoring in your relationship?
19. Did the relationship meet your expectations?

Part 2: Your personal statements about your mentee.

Directions: Describe in the grey box using your own words, what ever length you may need to express your answers.

1. Your Partnership

- a. What are/were two of the most beneficial development activities you did/ do?
- b. What is the most beneficial change you identified in yourself as a result of your relationship?

2. Personal Growth

- a. As the result of being a mentor, I've gained the following knowledge, skills, and/or attitude change:
- b. Other benefits I've received from this mentoring relationship:
- c. Something I plan to do or have done more of as the result of the relationship:

3. Our Relationship

- a. Ways, if any, this mentoring partnership could be more effective:
- b. Recommendations I'd make to other mentor-mentee pairs:
- c. General Comments on the mentoring initiative or partnership: